



US ARMY FINANCIAL MANAGEMENT COMMAND



Pre-Deployment Training requirements for GFEBS Provisioning

United States Army Financial Management Command
(USAFMCOM)
Operational Support Team

Agenda

- ▶ **References**
- ▶ **GFEBS Background Information**
- ▶ **GRC (Governance, Risk and Compliance)**
- ▶ **GRC Provisioning process overview (Theater)**
- ▶ **Deploying FM Unit Provisioning requests**
 - ▶ Background Investigation (BI) requirements
 - ▶ Deploying FM Unit Responsibilities
- ▶ **Required Training prior to Provisioning**
 - ▶ Computer Based Training (CBT)
 - ▶ Financial Management Support Unit (FMSU) CBTs
 - ▶ Financial Management Support Detachment (FMSD) CBTs
 - ▶ CBT Enrollment and completion
 - ▶ Army Learning Management System (ALMS)

Agenda

- ▶ “Pre-Deployment” Instructor Led training (ILT)
- ▶ Training Sandbox access Request Form (GFEBS Sandbox)
- ▶ “Boots on Ground” Instructor Led Training (ILT)
- ▶ GRC Questionnaire (GFEBS Production)
- ▶ **Provisioning Packet Submission**
- ▶ **TFMSC responsibilities**
 - ▶ GRC Approvers
- ▶ **Useful Information and Links**
 - ▶ Obtaining User EDI/PI Information
 - ▶ TFMSC Support Center (milWiki Portal)
 - ▶ Useful Web Links

References



- ❖ Army Regulation AR 25-2 (Information Assurance)
http://www.apd.army.mil/pdffiles/r25_2.pdf
- ❖ Army Regulation AR 380-67 (Personnel Security Program)
http://www.apd.army.mil/pdffiles/r380_67.pdf
- ❖ Theater Financial Management Center (TFMSC) milWiki Portal
https://www.milsuite.mil/wiki/Portal:Theater_Financial_Management_Support_Center
- ❖ GRC Training Materials
<https://www.us.army.mil/suite/files/20040697>
- ❖ PM GFEBS Guidance memorandum, Interim Provisioning for the use of the General Fund Enterprise Business System (GFEBS). *Dated December 2011*
- ❖ PM GFEBS Guidance memorandum, Interim-to-Permanent Provisioning for the use of the General Fund Enterprise Business System (GFEBS). *Dated December 2011*

GFEBS Background Information



Definition - The General Fund Enterprise Business System(GFEBS) is the Army's new web-enabled financial, asset and accounting management system that standardizes, streamlines and shares critical data across the Active Army, the Army National Guard and the Army Reserve. GFEBS will subsume over 80 legacy systems including the Standard Finance System (STANFINS), the most widely used standard accounting system for Army Installations, and the Standard Operation and Maintenance Army Research and Development System (SOMARDS).

System - GFEBS uses Systems Applications and Products in Data Processing (SAP) software, a Commercial Off-the-Shelf Enterprise Resource Planning

GFEBS Background Information (Cont'd)

Goal - The primary goal of GFEBS is to capture transactions and provide reliable data to better enable Army leadership to make decisions in support of the Warfighting effort. The Army GFEBS goals are:

- **Provide decision support information to sustain Army Warfighting capability**
- **Provide analytic data and tools to support Institutional Adaptation**
- **Reduce the cost of business operations**
- **Improve accountability and stewardship**
- **Accomplish and provide complete Auditability**

GFEBS Background Information (Cont'd)

Benefits

- Part of the U.S. Army's Program Executive Office Enterprise Information Systems portfolio
- Subsumes over 80 Army legacy systems and will eventually manage a budget of over \$140 billion
- Offers new and improved capabilities for Army-wide interoperability
- Increases Army Financial Management quality and effectiveness

GFEBS Background Information (Cont'd)

Benefits (Cont'd)

- Reduces cycle-time and variance to free human and financial resources for higher priorities
- Provides viewing and determining impacts of financial management decisions alongside budget structure
- Ability to differentiate between immediate funding needs and application of budgets and financial strategies that target near- and long-term demands of Congress, the Army, and the Warfighters they serve



GRC

(Governance, Risk and
Compliance)

GRC Overview

- GRC is a web-based application used by the Army to manage access to the GFEBS system. The incumbent TFMSC is the only entity in theater with the ability to add personnel in the GRC in support of Disbursing and Commercial Accounts (Fund the Force) operations.
- The application enables the Army to:
 - Assign and maintain GFEBS role assignments
 - Track and manage role assignments that introduce potential conflicts to internal controls (SoD conflicts)
 - Monitor the progress of GFEBS role provisioning
 - Improve management decision-making in the areas of role provisioning and GFEBS system access

GRC Importance

- The Army manages GFEBS access using the GRC application to:
 - Ensure that the people have access to appropriate GFEBS end-user roles
 - Provide an approval audit trail for end-users that receive access to GFEBS
 - GRC will manage the list of people who are provisioned with GFEBS roles including accounting, invoicing, and other financial responsibilities for the Army.
- Note:** *GFEBS provisioning requests for personnel deploying in support of Contracting, Resource Management, supply and other functions other than Disbursing and Commercial Accounts will not go through the incumbent TFMSC.*

GRC Benefits

➤ **Organizational Benefits**

- Helps to automate the GFEBS user provisioning process
- Controls access to the GFEBS system
- Provides an audit trail for GFEBS system access
- Identifies Separation of Duties (SoD) conflicts prior to granting GFEBS system access

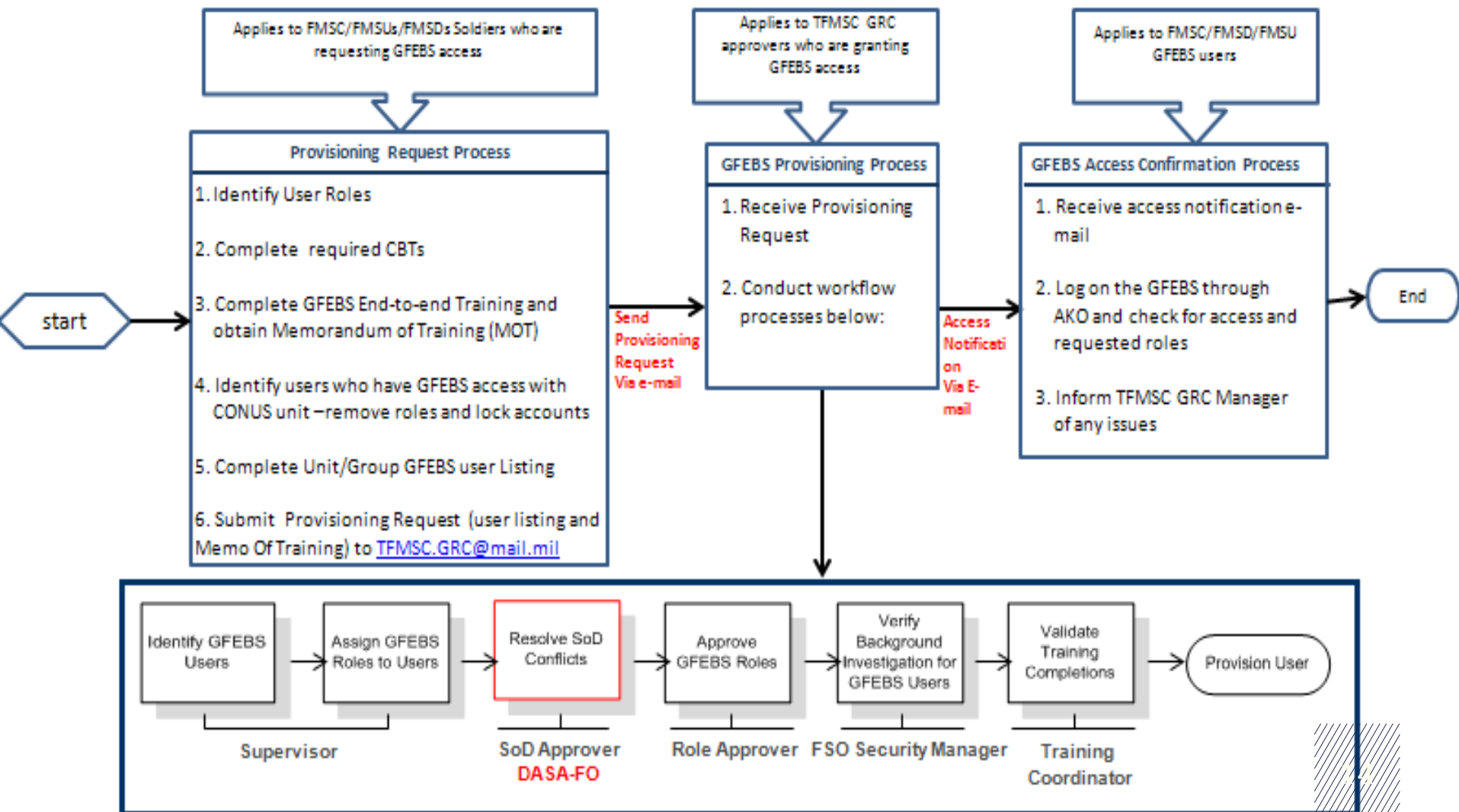
➤ **GRC Approver Benefits**

- Provides a self-service, web-based application
- Allows status monitoring of user provisioning Requests
- Reduces the burden of paperwork and manual processes



GRC Provisioning process overview

GRC Workflow Process (Theater)





Deploying FM Unit provisioning requests

Background Investigation (BI)



There are no “Clearance” requirement for most GFEBS positions. The only requirement is for personnel to have successfully undergone a Background Investigation (BI) (includes interim Clearance) and the results being available in JPAS (Joint Personnel Adjudication System). The GFEBS GRC Security Manager will ensure the user has a positive final adjudication and/or interim approval prior to granting access to GFEBS. Below are the minimum requirements

Position Category	Civilians	Military	Contractor	Non-U. S. Citizens
IT/ADP-I	SSBI	SSBI	SSBI	SSBI
IT/ADP-II	ANACI	NACLC	NACLC	NACLC
IT/ADP-III	NACI	NACLC	NACI	NACI

Background Investigation (BI)

(Cont'd)

Position Category	Civilians	Military	Contractor	Non-U. S. Citizens
IT/ADP-I	SSBI	SSBI	SSBI	SSBI
IT/ADP-II	ANACI	NACLC	NACLC	NACLC
IT/ADP-III	NACI	NACLC	NACI	NACI

IT/ADP Level I – Sensitive to Critical positions (accounting, disbursement (payment), or authorization of disbursements greater than \$10M per year).

IT/ADP Level II – Non-sensitive to Sensitive positions (accounting, disbursement (payment), or authorization of disbursements less than \$10M per year).

IT/ADP Level III – Non-sensitive positions, the

Background Investigation (BI)

(Cont'd)

Position Category	Civilians	Military	Contractor	Non-U. S. Citizens
IT/ADP-I	SSBI	SSBI	SSBI	SSBI
IT/ADP-II	ANACI	NACLC	NACLC	NACLC
IT/ADP-III	NACI	NACLC	NACI	NACI

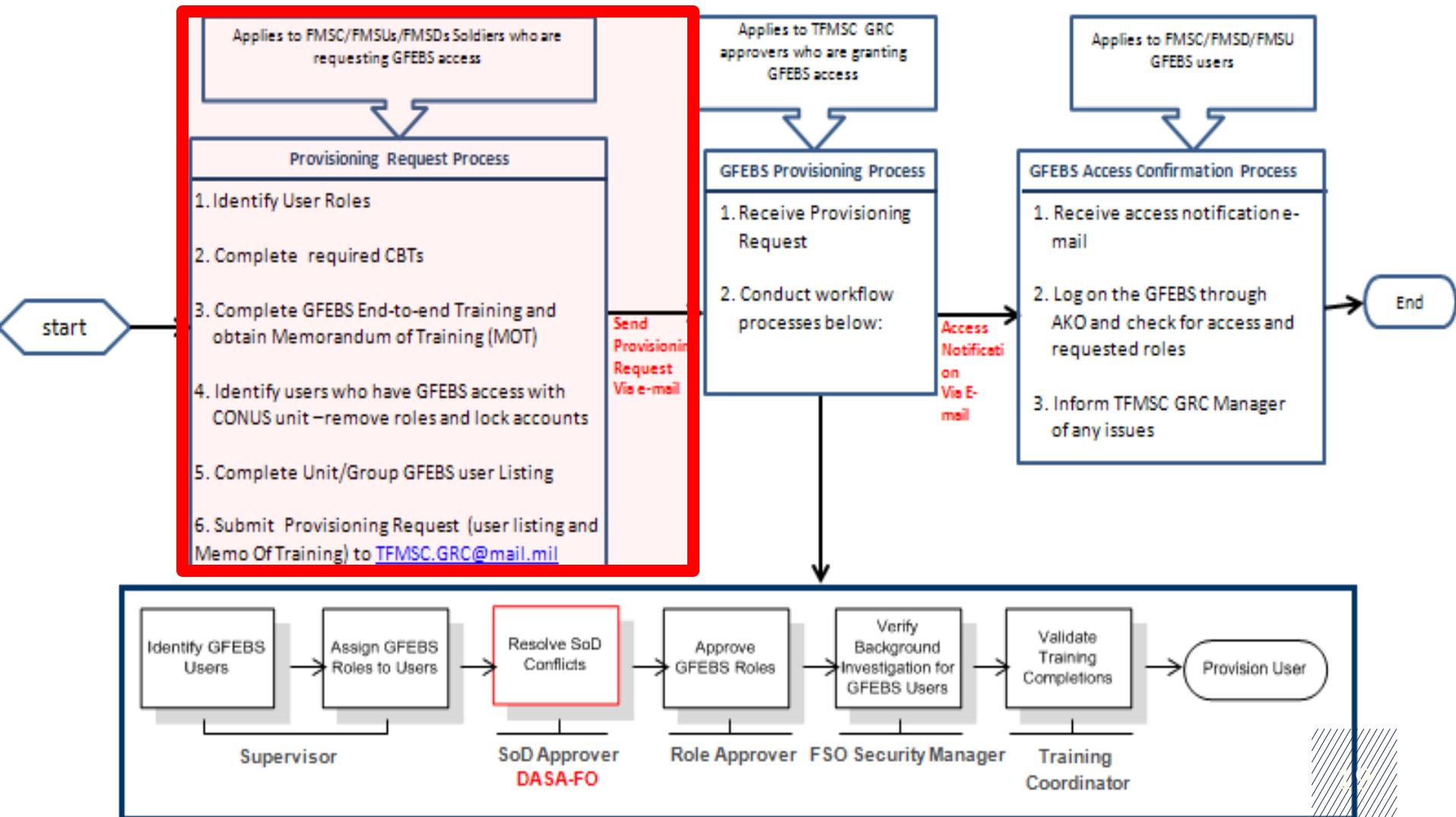
SSBI (Single Scope Background Investigation) - an initial security clearance investigation required for Top Secret, SCI and Q access, and involves agents contacting/interviewing previous employers, coworkers and other individuals. (in-depth investigation)

ANACI (Access National Agency Check and Inquiries) This investigation is composed of a NACLC plus written inquiries to current and past employers, schools, and references covering past 5 years.

NACI (National Agency Check and Inquiries) This investigation is composed of a NAC plus written inquiries to current and past employers, schools, references, and local law enforcement agencies covering the past five years and if applicable, of the appropriate agency for any identified arrests. All DoD NACIs include a credit search .

NACLC (National Agency Check with Local Agency Checks and Credit Check) - This investigation is composed of a NAC plus credit search and checks at local law enforcement agencies where the subject has lived, worked, and/or attended school within the last 5 years, and if applicable, of the appropriate agency for any identified arrests.

Deploying FM Unit responsibilities



Deploying FM Unit responsibilities (Cont'd)

The Deploying Unit must take these steps in order to initiate provisioning:

- ✓ Identify User Roles based on personnel on-hand and their counterpart's functions prior to arrival to theater.
- ✓ Complete all the required Computer Based Training (CBT's)
- ✓ Request and complete Interim Provisioning /Instructor Led Training (ILT) conducted by the Operational Support Team-OST*
- ✓ **Submit Provisioning request to the incumbent TFMSC**

***Note:** *Personnel that are already deployed or that did not have the opportunity to obtain ILT training prior to deployment may request it from the Theater Financial Management Support Center (TFMSC), Internal Control section in Kuwait.*

GFEBS Provisioning Checklist



THEATER FINANCIAL MANAGEMENT SUPPORT CENTER (13TH) GFEBS PROVISIONING CHECKLIST



TASK TO ALL GFEBS USERS

- FMSU/FMSD Commander**
Identify Users and select GFEBS user roles needed for your duty position from the Standard MTOE GFEBS CVS and Disbursing Battle Teams.
- FMSU/FMSD Commander**
Log on to TFMSC Miwiki page @ https://www.milsuite.mil/wiki/Portal:Theater_Financial_Management_Support_Center and click on the "Accounting Digital Smart Book" tab then the "GFEBS Battle Drills/Training Database" tab to identify the required Computer Based Courses (CBTs) for specific user roles.
- User**
Register for required CBTs through ALMS or CBT courses)
- User**
Complete CBTs
- FMSU/FMSD Commander**
Verify that user(s) complete all required CBT records). This will ensure a timely and smooth

TASK TO PRE-DEPLOYED USERS ONLY

- FMSU/FMSD Commander**
Contact the United States Army Financial Management Command (USAFMCOM) for Operational Support Team (OST) at (317) 212-1300/8900 to coordinate OST End-to-End Training/Instructor Led Training (ILT) for users 120 days from Boots on Ground (BOG).
- FMSU/FMSD Commander/User**
Complete OST end-to-end training IAW USAFMCOM guidance and obtain a Completion of GFEBS ILT memorandum signed by an O-5 or above from USAFMCOM.
- FMSU/FMSD Commander**
Identify users with existing GFEBS accounts and submit GFEBS Provisioning Request to the TFMSC GRC Manager, (1LT Bryan, Claudia K.) at TFMSC.GRC@mail.mil 90 days prior to BOG. Ensure you include the following:
 - Unit/Group GFEBS User Listing (Include GFEBS user role(s) and EDIPI for each user and indicate if users have existing GFEBS account).

b. USAFMCOM's Completion of GFEBS ILT memorandum

- FMSU/FMSD Commander/Users**
Ensure that user with exiting GFEBS accesses roles are removed and accounts are locked 21 days BOG by contacting current unit/organization GRC Manager.
- FMSU/FMSD Commander/Users**
Verify GFEBS access 7 days BOG. Contact Theater FMSC if you experience any problems.

TASK TO DEPLOYED USERS ONLY

- FMSU/FMSD Commander**
Immediately identify users who have GFEBS access with an another unit/organization, contact that unit/organization and request users' roles to be removed and accounts to be

This tool allows the Command Team to better track their Unit's progress in their GFEBS provisioning.

GRC@mail.mil and coordinate deployed GFEBS End-to-roles that required ILTs

to-End Training and obtain a memorandum of training d by 05 or above.

request to the TFMSC GRC Manager, (1LT Bryan, TFMSC.GRC@mail.mil) as soon as all required training is completed.

Listing (Include GFEBS user role(s) and EDIPI for each user and indicate if users have existing GFEBS account).

b. Copy of required CBTs' Certificate of Completion for requested roles.

- FMSU/FMSD Commander**
Check for GFEBS access 7 days after submitting GFEBS Provisioning Request. Contact TFMSC if you experience any problems.



Required Training prior to Provisioning

Computer Based Training (CBT)



Computer Based Training (CBT) is a requirement for GFEBS provisioning. The training is designed to familiarize the users with the GFEBS application, the functional area the user will be assigned to and particulars regarding “Role-specific” data access and individual transactions processed by the user to accomplish their assigned function. All CBT courses must be taken in the Army Learning Management System (ALMS).

Access to GFEBS will not be granted unless all required CBT's for a specific GFEBS Role are completed (no exceptions). It is the responsibility of Unit Leadership to ensure these requirements are met prior to ILT Training and “Boots On Ground”.

https://www.milsuite.mil/wiki/Portal:Theater_Financial_Management_Support_Center

**current CBT
information**

FMSU Fund the Force (FTF) CBT's



Chief of FTF

ASSIGNED GFEBS ROLES	REQUIRED CBT TRAINING
Cash Balancing processor BI Budget Reporter Command Budget Reporter	L101E GFEBS Overview
	L201E Integrated Process Overview
	L210E Financials Process Overview
	L220E Overview of Funds Management IN GFEBS
	L303E GFEBS Navigation and Reports
	L305E GFEBS Business Intelligence Reporting Fundamentals
	L410E Introduction to Financials
	L413E Financial Reporting
	L424E Funds Management Reporting
	L416 Cash Balancing
Debt Interface Monitor	L241E Debt Mangement Process Overview
	L445 Debt Management
Bank Account Number Display	L455C Invoice Processing
	L457E Purchase Card
Vendor Master Data Display	L451E Material and Vendor Master Data Maintenance
Site Invoice Interface Processing Monitor	L250E Acquisition Process Overview
	L251E Accounts Payable Process Overview

Completed during
ILT
training

ESTIMATED COMBINED ONLINE TRAINING DURATION:

106 Hours

NOTE: Duplicate CBTs have been removed

FMSU Fund the Force (FTF)

CBT'S (Cont'd)

Senior FTF Analyst

ASSIGNED GFEBS ROLES	REQUIRED CBT TRAINING
Debt Interface Monitor BI Budget Reporter Command Budget Reporter	L101E GFEBS Overview
	L201E Integrated Process Overview
	L210E Financials Process Overview
	L220E Overview of Funds Management IN GFEBS
	L303E GFEBS Navigation and Reports
	L305E GFEBS Business Intelligence Reporting Fundamentals
	L413E Financial Reporting
	L416 Cash Balancing
	L424E Funds Management Reporting
Payment Interface Processing Monitor	L451E Material and Vendor Master Data Maintenance
Bank Account Number Display	L455C Invoice Processing
	L457E Purchase Card
Vendor Master Data Display	<i>No additional CBT's if Pmt. Interface Procssing Monitor is completed</i>
Site Invoice Interface Processing Monitor	L250E Acquisition Process Overview
	L251E Accounts Payable Process Overview

complete
d during
ILT
training

ESTIMATED COMBINED ONLINE TRAINING DURATION:

85 Hours

FMSU Disbursing CBT's

Deputy Disbursing Officer (DDO) and Disbursing

ASSIGNED GFEBS ROLES

Cash Balancing Processor
Financial Reviewer

REQUIRED CBT TRAINING

L101E GFEBS Overview
L201E Integrated Process Overview
L210E Financials Process Overview
L303E GFEBS Navigation and Reports
L410E Introduction to Financials
L413E Financial Reporting

ESTIMATED COMBINED ONLINE TRAINING DURATION:

29 Hours

Disbursing Analyst

ASSIGNED GFEBS ROLES

Vendor Master Data Controller

REQUIRED CBT TRAINING

L101E GFEBS Overview
L201E Integrated Process Overview
L250E Acquisition Process Overview
L251E Accounts Payable Process Overview
L303E GFEBS Navigation and Reports
L451E Material and Vendor Master Data Maintenance

ESTIMATED COMBINED ONLINE TRAINING DURATION:

27 Hours

FMSU Disbursing CBT's

Disbursing Technician and Disbursing Clerk

ASSIGNED GFEBS ROLES

Invoice Processor
Site Invoice Processor

REQUIRED CBT TRAINING

L101E GFEBS Overview
L201E Integrated Process Overview
L250E Acquisition Process Overview
L251E Accounts Payable Process Overview
L303E GFEBS Navigation and Reports
L455C Invoice Processing
L457E Purchase Card

ESTIMATED COMBINED ONLINE TRAINING DURATION:

38 Hours

FMSD Fund the Force (FTF) CBT's



Senior FTF Analyst

ASSIGNED GFEBS ROLES	REQUIRED CBT TRAINING
Payment processor Payment Certifier	L101E GFEBS Overview
	L201E Integrated Process Overview
	L250E Acquisition Process Overview
	L251E Accounts Payable Process Overview
	L303E GFEBS Navigation and Reports
	L456 Payment Processing
Bank Account Number Display	L455 Invoice Processing
	L457E Purchase Card
Vendor Master Data Display	L451E Material and Vendor Master Data Maintenance
Invoice Interface Processing Monitor	Same as above if completed
Payment Interface Processing Monitor	L210E Financials Process Overview
	L416 Cash Balancing
Debt Interface Processing Monitor	L241E Debt Management Process Overview
	L445 Debt Management

Completed during
ILT
training

Completed during
ILT
training

ESTIMATED COMBINED ONLINE TRAINING DURATION:

64 Hours

FMSD Fund the Force (FTF)

CBT'S (Cont'd)

FTF Analyst

ASSIGNED GFEBS ROLES	REQUIRED CBT TRAINING
Payment processor Payment Certifier	L101E GFEBS Overview
	L201E Integrated Process Overview
	L250E Acquisition Process Overview
	L251E Accounts Payable Process Overview
	L303E GFEBS Navigation and Reports
	L456 Payment Processing
Release Blocked Invoice Processor	L455 Invoice Processing
Payment Interface Processing Monitor	L210E Financials Process Overview
	L416 Cash Balancing
	L451E Material and Vendor Master Data Maintenance

ESTIMATED COMBINED ONLINE TRAINING DURATION:
36 Hours

Completed during
ILT
training

FMSD Fund the Force (FTF)

CBT'S (Cont'd)

FTF Technician

ASSIGNED GFEBS ROLES	REQUIRED CBT TRAINING
Invoice Processor Site Invoice Processor	L101E GFEBS Overview
	L201E Integrated Process Overview
	L250E Acquisition Process Overview
	L251E Accounts Payable Process Overview
	L303E GFEBS Navigation and Reports
	L455C Invoice Processing
	L457E Purchase Card
ESTIMATED COMBINED ONLINE TRAINING DURATION:	
38 Hours	

FTF Clerk

ASSIGNED GFEBS ROLES	REQUIRED CBT TRAINING
Vendor Master Data Controller Goods Receipt Processor	L101E GFEBS Overview
	L201E Integrated Process Overview
	L250E Acquisition Process Overview
	L251E Accounts Payable Process Overview
	L303E GFEBS Navigation and Reports
	L454E Goods Receipt Processing
	L455C Invoice Processing
	L457E Purchase Card
Payment Interface Processing Monitor	<i>Same as above</i>
ESTIMATED COMBINED ONLINE TRAINING DURATION:	
34 Hours	

FMSD Disbursing CBT's

Disbursing Agent (DA) and Disbursing Manager (DM)

ASSIGNED GFEBS ROLES

Cash Balancing Processor
Financial Reviewer

REQUIRED CBT TRAINING

L101E GFEBS Overview
L201E Integrated Process Overview
L210E Financials Process Overview
L303E GFEBS Navigation and Reports
L410E Introduction to Financials
L413E Financial Reporting

ESTIMATED COMBINED ONLINE TRAINING DURATION:

29 Hours

Disbursing Analyst

ASSIGNED GFEBS ROLES

Vendor Master Data Controller

REQUIRED CBT TRAINING

L101E GFEBS Overview
L201E Integrated Process Overview
L250E Acquisition Process Overview
L251E Accounts Payable Process Overview
L303E GFEBS Navigation and Reports
L451E Material and Vendor Master Data Maintenance

ESTIMATED COMBINED ONLINE TRAINING DURATION:

27 Hours

FMSD Disbursing CBT's (Cont'd)

Disbursing Technician and Disbursing Clerk

ASSIGNED GFEBS ROLES

REQUIRED CBT TRAINING

Invoice Processor Site Invoice Processor	L101E GFEBS Overview
	L201E Integrated Process Overview
	L250E Acquisition Process Overview
	L251E Accounts Payable Process Overview
	L303E GFEBS Navigation and Reports
	L455C Invoice Processing
	L457E Purchase Card

ESTIMATED COMBINED ONLINE TRAINING DURATION:

38 Hours

CBT Enrollment and Completion



All CBT Courses will be completed utilizing the Army Learning Management System (ALMS). Failure to complete the minimum requirements for each assigned GFEBS Role will result in non-provisioning into the GFEBS Production application.

The Unit Command Team must ensure the students complete the necessary courses related to the technical position they have been assigned while deployed. It is recommended that all the applicable CBTs are complete prior to attending Individual Led Training (ILT).

Students may access the ALMS website through AKO (My Educ



Army Learning Management System (ALMS)

Access ALMS through



This information system is approved for UNCLASSIFIED//FOUO data

AKO ARMY KNOWLEDGE ONLINE FOUO

My Account ▾ Favorites ▾ Quick Links ▾ **Self Service ▾** Search

1 (Green arrow pointing to Self Service)

- AKO Mail Inbox (0)
- New Notifications
- New In My Files (3)
- New In My Blogs
- My Tasks
- Tell CPT AKO/Tell 1
- G1
- Wel... **2** (Green arrow pointing to My Education)
- AKO Speed Test
- AKO Training
- CAC Resource Ce

- Antivirus Services
- Army e-Commerce
- DA Pubs & Forms
- My Benefits
- My Clothing
- My Dental
- My Doctrine
- My Education**
- My Family
- My Finance
- My Health Res
- My Legal
- My Library
- My MEB/PEB
- My Medical
- My Medical Readiness
- My MilPay
- My Personnel
- My Pet
- My Reference
- My Safety
- My Security
- My Training

Incements
de a range of events, celebrations and

Inform Survey

Account
ual Instruction

AKO Stats

SFC Carlos Arguello

Organization: Unite
Financial Managem
(USAFMCOM), , Arm
Contractor (Army) (v
Address: DFAS-Ind
Indianapolis, Indian
T: 922715125 ; DSM
8901

Last Login
25 Oct 2012 19:56 GMT via cac

Last Password Change
Your last password change wa
Your password will expire on 1

My Professional Data

- My DEERS
- My Leader Development

The Army Learning Management System (ALMS)

ALMS
ARMY LEARNING MANAGEMENT SYSTEM

3 (Green arrow pointing to ALMS logo)

Access the ALMS or click the logo above

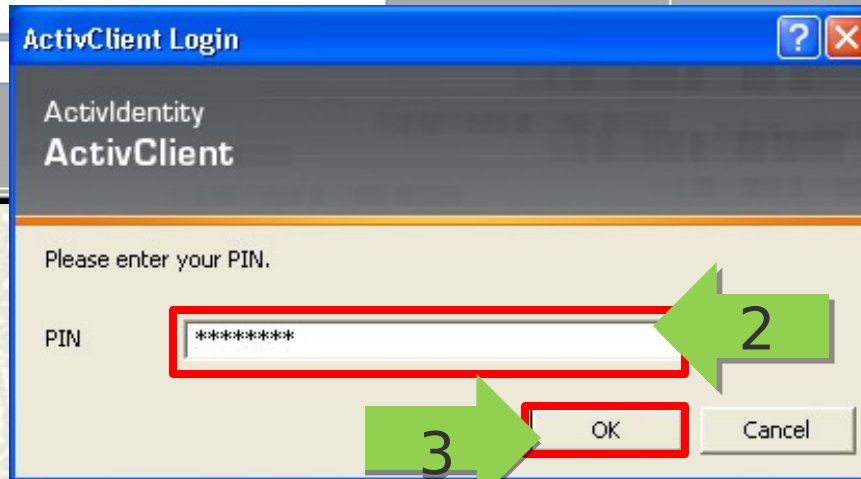
Army Learning Management System (ALMS)

Direct Access to the ALMS

Website



The image shows the ALMS website login interface. At the top is the ALMS logo with the text 'THE ARMY LEARNING MANAGEMENT SYSTEM'. Below the logo are two main login sections. The left section is titled 'Sign in using your AKO ID/PASSWORD' and includes a subtext 'Sign into ALMS without a CAC'. It has fields for 'Username:' and 'Password:'. The right section is titled 'Sign in using your CAC/PIV' and includes a subtext 'Insert your CAC/PIV into the card reader, then sign in.' It has a link 'Sign in with CAC' highlighted with a red box and a green arrow labeled '1' pointing to it.



The image shows an 'ActivClient Login' dialog box. It has a title bar with a question mark and a close button. The main text says 'ActivIdentity ActivClient'. Below that, it says 'Please enter your PIN.' There is a text input field for the PIN, which contains '*****', highlighted with a red box and a green arrow labeled '2' pointing to it. At the bottom, there are two buttons: 'OK' and 'Cancel'. The 'OK' button is highlighted with a red box and a green arrow labeled '3' pointing to it.

<https://www.lms.army.mil>

Army Learning Management System (ALMS)

Applicable Course Search

The screenshot displays the ALMS interface with the following elements:

- Header:** U.S. ARMY logo, "ALMS" text, and navigation links: [Calendar](#), [Terms of Use](#), [Help](#), [Log Out](#).
- Search Section:**
 - Search** input field.
 - Advanced Search** link (highlighted with a red box and a green arrow labeled '2').
 - Search Tips** and **Search Preferences** links.
 - Course Iterations** dropdown menu.
 - Search** button.
 - ☐ **Show exact matches only**
 - Starting** dropdown menu (set to "In Next Six Months").
 - Locations** dropdown menu (set to "Any Location").
- Footer:** [To see current announcements, click here.](#)
- Navigation Buttons:**
 - Catalog Search** (Search for Training here) - highlighted with a red box and a green arrow labeled '1'.
 - Current Enrollments** (Training I am currently enrolled in).
 - Detailed Training Records** (Training I have completed).
 - ACCP Search** (Search for ACCP Training here).
 - Assigned Tasks** (Tasks I am responsible for).
 - Collaborative Army Training (CAT)**.
 - Browser Setting** (Check Browser Setting requirements).
 - Course Map** (Training requirements, Course progress and Certification status).
 - Links** (Help Center, ALMS Tutorial | Blackboard | ATRRS).

Army Learning Management System (ALMS)

Applicable Course Search (Cont'd)

When performing a partial text search, use the % for Wildcard search in front of the entered text.

Course Offerings

3

Course/Phase/Certifications

Curricula

Course Iterations

Category

Keyword

Title

[Simple Search](#)

[Configure](#)

|

S

[Files](#)

[Centra Recordings](#)

[Communities](#)

[Wikis](#)

Delivery Type

All

Category

Language

-Select One-

Keyword

Facility

Location

Task

ID

End Date <=

Field of Study

Start Date >=

10/26/2012

Title

GFEB L101E

[Simple Search](#)

[Configure](#)

[Save Search Query](#)

Search Training Catalog

5

4

Offerings

[Calendar View](#)

[Print](#)

[Export](#)

[Modify Table](#)

Title	Version	Delivery Type	Start Date	End Date	Session	Location	Facility	Language	Default Credits	Actions
GFEB L101E		Web Based Training						English		Register
GFEB L101E										Add to Plan
GFEB L101E										
Overview										

6

Submit Learning Request

Note: for a partial text Search, use % in front of the entered text (i.e., %GFEB L101E)

Army Learning Management System (ALMS)

Launching the selected Course

Registration Confirmation

[Printer Friendly Version](#)

Order Contact: Carlos Arguello

Billed To: Other

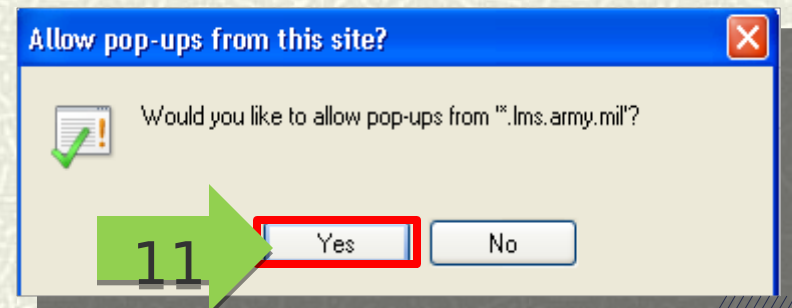
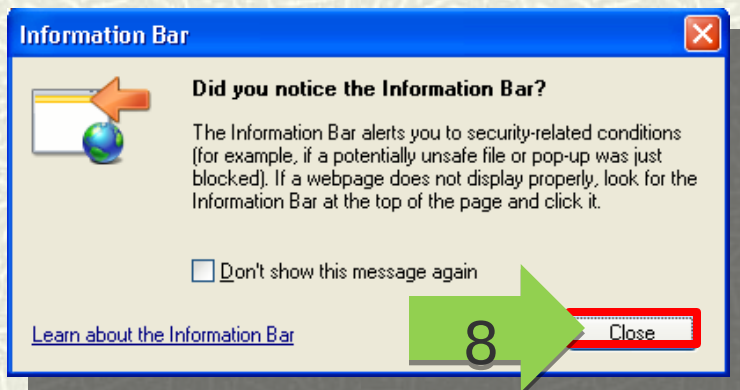
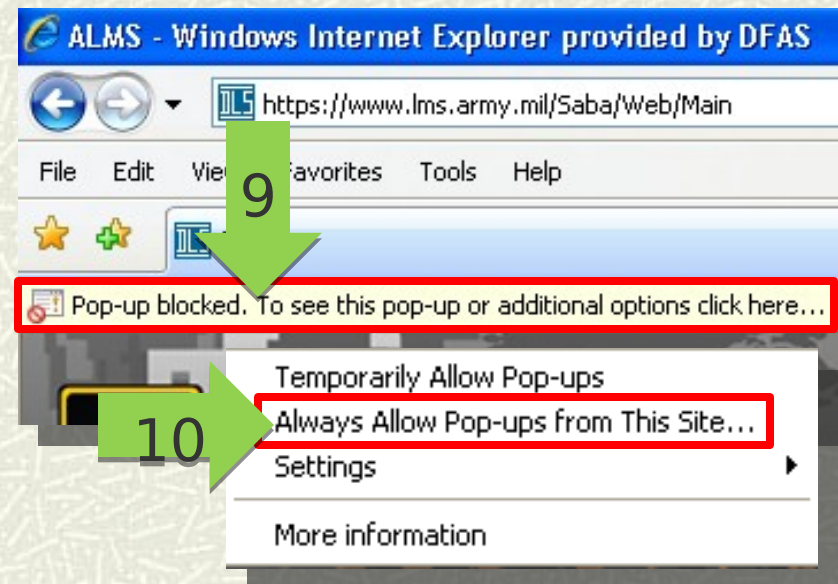
Order Status: Confirmed

Order Number: 10766246

Order Items

Title	Learners	Delivery Type	Status	Actions	Launch Content
GFEBS L101E GFEBS Overview	Carlos Arguello	Web Based Training			Launch Content

[Go to Enrollments](#)



Army Learning Management System (ALMS)

Launching the selected Course (Cont'd)

saba

[Reference](#) | [Email](#) | [Help](#) | [Print](#)

Please choose a navigation action

Table of Contents

L303E: GFEBS Navigation and Reports

Security Information

This page contains both secure and nonsecure items.

Do you want to display the nonsecure items?

Yes No More Info

Note: once accessed, the course itself will explain how to utilize the various functions within the learning software

Complete the Module in its entirety (CBT's usually have multiple Modules). Closing the application prior to completing a Module will result in the student having to take it over again. Once a module is completed, click the button in Step 15 in order to ensure completion credit.

Click **Return to ALMS** to mark the module complete and return to the ALMS.

Return to ALMS

Army Learning Management System (ALMS)

Viewing Course Status and launching remaining

The screenshot displays the ALMS interface. At the top, there is a navigation bar with links for Calendar, Terms of Use, Help, and Log Out. Below this, a green arrow labeled '2' points to a course entry for 'GFEBS L101E GFEBS Overview (00012977)'. The course details show a duration of 00:00 hours and a confirmed status with a registration date of 10/26/2012. A 'Launch' button and a 'more actions' link are visible. Below the course details, a list of modules is shown. The first module, 'GFEBS L101E Module 1: Introduction to GFEBS (9 Oct 09)', is marked as 'Completed Course Module' and has a 'Launch' button. The subsequent three modules, 'GFEBS L101E Module 2: GFEBS Features and Structure (9 Oct 09)', 'GFEBS L101E Module 3: Implementation Information (9 Oct 09)', and 'GFEBS L101E Module 4: Course Assessment (9 Oct 09)', are marked as 'Incomplete Course Modules' and each has a 'Launch' button. A green arrow labeled '3' points to the 'Launch' button for Module 2. At the bottom of the interface, there is a grid of navigation buttons. A green arrow labeled '1' points to the 'Current Enrollments' button, which is highlighted with a red border. Other buttons include 'Catalog Search', 'ACCP Search', 'Browser Setting', 'Assigned Tasks', 'Course Map', 'Detailed Training Records', 'Collaborative Army Training (CAT)', and 'Links'.

U.S. ARMY THE ARMY

My Home Individual

Calendar Terms of Use Help Log Out

GFEBS L101E GFEBS Overview (00012977) Launch more actions

Duration: 00:00 hours
Status: Confirmed (Registration Date: 10/26/2012)

Content: GFEBS L101E Module 1: Introduction to GFEBS (9 Oct 09)
Status: Successful (Unlimited attempts) Launch

Content: GFEBS L101E Module 2: GFEBS Features and Structure (9 Oct 09)
Status: Not Evaluated (Unlimited attempts) Launch

Content: GFEBS L101E Module 3: Implementation Information (9 Oct 09)
Status: Not Evaluated (Unlimited attempts) Launch

Content: GFEBS L101E Module 4: Course Assessment (9 Oct 09)
Status: Not Evaluated (Unlimited attempts) Launch

To see current announcements, [click here.](#)

Catalog Search
Search for Training here

Current Enrollments
Training I am currently enrolled in

Detailed Training Records
Training I have completed

ACCP Search
Search for ACCP Training here

Assigned Tasks
Tasks I am responsible for

Collaborative Army Training (CAT)

Browser Setting
Check Browser Setting requirements



Course Map
Training requirements, Course progress and Certification status

Links
Help Center
ALMS Tutorial | Blackboard | ATRRS

Note: it is recommended for students to enroll in all GFEBS-Role related courses immediately. This will allow for better tracking of progress.

Army Learning Management System (ALMS)

Course Completion and



[Calendar](#) | [Terms of Use](#) | [Help](#) | [Log Out](#)

My Home

14

	A	B	C	D	E	F	G	H	I	J	K	L
1	Learner Name	Title	Version	Delivery	Registration Date	Completion Status	Completion Date	Marked by	Score	Grade	Course Iteration Name	Credits
2	Carlos Arguello	GFEB L101E GFEB Overview		Web Based Training	10/26/2012	Successful	10/26/2012		93.33			
3												

Welcome Carlos Arguello


Detailed Training Records

2


Export

Modify Table


Learner Name	Title	Version	Delivery	Registration Date	Completion Status	Completion Date	Marked by	Score	Grade	Course Iteration Name	Credits	Actions
Carlos Arguello	GFEB L101E GFEB Overview		Web Based Training	10/26/2012	Successful	10/26/2012		93.33				Print Certificate of Completion




Tasks



Calendar




Help Center




Detailed Training Records


Training I have completed




Collaborative Army Training (CAT)




Links




Help Center




ALMS Tutorial




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ATRS



Course progress status



Help Center



CERTIFICATE of COMPLETION

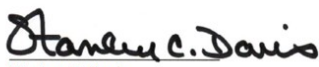
This is to certify that:

Carlos Arguello

successfully completed

Lesson Template Title - GFEB L101E GFEB Overview


Lesson Template Id - 00007917, 10/26/2012




Stanley C. Davis

Product Director


Distributed Learning System




Tasks



Calendar




Help Center




Detailed Training Records


Training I have completed




Collaborative Army Training (CAT)




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Help Center




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
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ATRS




Course progress status




Help Center




Tasks



Calendar




Help Center




Detailed Training Records


Training I have completed




Collaborative Army Training (CAT)




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
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ATRS




Course progress status




Help Center




Tasks



Calendar




Help Center




Detailed Training Records


Training I have completed




Collaborative Army Training (CAT)




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Help Center




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
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ATRS




Course progress status




Help Center




Tasks



Calendar




Help Center




Detailed Training Records


Training I have completed




Collaborative Army Training (CAT)




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
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Course progress status




Help Center




Tasks



Calendar




Help Center




Detailed Training Records


Training I have completed




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
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Help Center




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
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ATRS




Course progress status




Help Center




Tasks



Calendar




Help Center




Detailed Training Records


Training I have completed




Collaborative Army Training (CAT)




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Help Center




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
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ATRS




Course progress status




Help Center




Tasks



Calendar




Help Center




Detailed Training Records


Training I have completed




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
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Help Center




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
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ATRS




Course progress status




Help Center




Tasks



Calendar




Help Center




Detailed Training Records


Training I have completed




Collaborative Army Training (CAT)




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Help Center




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
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ATRS




Course progress status




Help Center




Tasks



Calendar




Help Center




Detailed Training Records


Training I have completed




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
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Help Center




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
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ATRS




Course progress status




Help Center




Tasks



Calendar




Help Center




Detailed Training Records


Training I have completed




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
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Help Center




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
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ATRS




Course progress status




Help Center




Tasks



Calendar




Help Center




Detailed Training Records


Training I have completed




Collaborative Army Training (CAT)




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
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ATRS




Course progress status




Help Center




Tasks



Calendar




Help Center




Detailed Training Records


Training I have completed




Collaborative Army Training (CAT)




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Help Center




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
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ATRS




Course progress status




Help Center




Tasks



Calendar




Help Center




Detailed Training Records


Training I have completed




Collaborative Army Training (CAT)




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
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ATRS




Course progress status




Help Center




Tasks



Calendar




Help Center




Detailed Training Records


Training I have completed




Collaborative Army Training (CAT)




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Help Center




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
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ATRS




Course progress status




Help Center




Tasks



Calendar




Help Center




Detailed Training Records


Training I have completed




Collaborative Army Training (CAT)




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Help Center




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
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ATRS




Course progress status




Help Center




Tasks



Calendar




Help Center




Detailed Training Records


Training I have completed




Collaborative Army Training (CAT)




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Help Center




ALMS Tutorial




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ATRS




Course progress status




Help Center




Tasks



Calendar




Help Center




Detailed Training Records


Training I have completed




Collaborative Army Training (CAT)




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Help Center




ALMS Tutorial




Blackboard




ATRS




Course progress status




Help Center




Tasks



Calendar




Help Center




Detailed Training Records


Training I have completed




Collaborative Army Training (CAT)




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Help Center




ALMS Tutorial




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ATRS




Course progress status




Help Center




Tasks



Calendar




Help Center




Detailed Training Records


Training I have completed




Collaborative Army Training (CAT)




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Help Center




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
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ATRS




Course progress status




Help Center




Tasks



Calendar




Help Center




Detailed Training Records


Training I have completed




Collaborative Army Training (CAT)




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Help Center




ALMS Tutorial




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ATRS




Course progress status




Help Center




Tasks



Calendar




Help Center




Detailed Training Records

Training I have completed



Collaborative Army Training (CAT)



Links

“Pre-Deployment” Instructor Led Training (ILT)



Pre-Deployment Instructor Led Training (ILT) must be requested and executed prior to deployment and after the completion of all required CBT's. The organization responsible for executing this training is the United States Army Financial Management Command (USAFMCOM) Operational Support Team (OST) located in DFAS-Indianapolis. The training may be conducted in DFAS-Indianapolis, IN or Fort Dix, NJ (location will be based on OST mission and deploying unit training requirements).

The OST Director and SGM will inform all Deploying FM Units of upcoming OST Training to include GFEBS ILT. The Deploying Unit must request training at this time but no earlier than 90 days out. All communication regarding training is conducted via email.

Instructor Led Training (ILT)

(Cont'd)

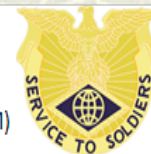


Training Sandbox Access Request Form

GFEBS TED 359 Access Request

Unit: _____

United States Army Financial
Management Command (USAFMCOM)



Point of Contact information: <i>(preferably Unit Commander or Det SGT)</i>	Last Name	First Name	Rank	Phone Number	AKO Email Address

Unit	Deployment Location	Tentative Technical Role / Position	Name		Rank	CAC ID (EDIPI)* -10 Digits-	Investigation Type (ANAI, NALC)	Actual Clearance	Granting Source	AKO Email Address	Date Requested	Training Dates
			Last	First								

FM Units scheduled to conduct Pre-Deployment USAFMCOM-OST ILT Training must complete the “GFEBS TED 359 Access Request” form in order to request access to the training database. The complete form must be submitted to the USAFMCOM-OST TED 359 Access Coordinator no later than 2 weeks prior to the initiation of training.

Note: *This form is for access to the USAFMCOM training Sandbox only.*

Instructor Led Training (ILT)

(Cont'd)



DEPARTMENT OF THE ARMY
United States Army Financial Management Command
8899* East 56* Street, Room 129Z
Indianapolis, IN 46249-3000

SFFM-FC-ZA

Date

MEMORANDUM FOR Director, FMSC, Camp Arifjan, Kuwait APO AE 09366

SUBJECT: Completion of General Fund Enterprise Business System(GFEBS) Training for the 123rd FMSU

1. The United States Army Financial Management Command(USAFMCOM) Operational Support Team(OST) conducted GFEBS Instructor Led Training (ILT) for the Soldiers listed in paragraph 2 from 1-12 January 2012 on the following topics:

- STANFINS/GFEBS LOA
- Process Goods Receipt (MIGO)
- Process Invoice (MIRO) Process Blocked Invoice (FB60)
- Contract Research (ME2N, ME23N)
- Process Payment Proposal/ Process Payment Run(F110)
- Create Vendor Master Pay File (XK01, XK02, XK03)
- EFT Return/EFT Reject Process/IDOC Errors
- DDS Interface file/ Posting DOV

2. The following Soldiers completed GFEBS Instructor Led Training (ILT) as specified above:

<u>RANK</u>	<u>NAME</u>	<u>EDI/PI#</u>
2LT	JOHN SMITH	1234567890

3. The POC for this memorandum is the undersigned at

//S//

Upon completion of ILT, the OST Director will issue a “Interim Provisioning” memorandum that will become part of the “GFEBS End User Packet” provisioning request (the memorandum will also be sent to the incumbent TFMSC GRC Coordinator). This memorandum will contain:

- FM Unit Trained
- Dates of Training
- Rank, Name and EDI/PI of students
- Topics covered
- Assurance that all CBT requirements were completed
- Signature of the OST Director

“Boots on Ground” Instructor Led Training (ILT)



Soldiers who deployed without OST training may have the opportunity to obtain training in theater as a last resort. The training will be conducted by the Theater Financial Management Support Center (TFMSC), Internal Control (IC) section.

Once ILT Training and the required CBT's are completed, the Internal Control (IC) TFMSC will submit a memorandum to the Theater Financial Management Support Center (TFMSC) Government Risk & Compliance (GRC) Coordinator with the same information as the previous example.

GRC Questionnaire (GFEBs Production)



UNIT/GROUP GRC QUESTIONNAIRE

LAST NAME	FIRST NAME	EDIPI#	ROLE(S)	E-MAIL ADDRESS (AKO ONLY)	PHONE NUMBER	JOB TITLE	RANK	UNIT	SECTION	SUPERVISOR NAME	SUPERVISOR AKO E-MAIL ADDRESS

Required Information	
Last Name	
First Name	
Email Address (***AKO ONLY***)	
Phone Number (xxx) xxx-xxxx	
EDIPI Number (Write/type your 10 digit CAC number found on the back of your ID card)	
Foreign National (Y/N)	
Job Title	
GS Job Series (ie 0510)	
Military Rank	
Unit/Organization	
Section/Directorate (i.e. S4, G1)	
Supervisor's Last Name	
Supervisor's First Name	
Supervisor's Email Address (***AKO ONLY***)	
SYSTEMS: PURCHASE REQUESTS	IDENTIFY: Specific Functions PR Processor Role(s):

GRC Questionnaires must be completed for all candidates to consolidate users information for provisioning. Supervisors must complete the tracker (either individual or Group) with the requested information. The information will eventually be forwarded to the Theater Financial Management Support Center (TFMSC) Government Risk &

Provisioning Packet submission



Once all training and documentation requirements are met, the Provisioning Request packet will be forwarded to the TFMSC GRC Coordinator to initiate access to GFEBS production. The packet must contain the

- ✓ 1. GRC Questionnaire
- ✓ 2. ILT Letter for Interim provisioning
- ✓ 3. Proof of CBT Completion*
- ✓ 4. Complete Provisioning Checklist

***Note:** the TFMSC GRC Approvers will have access to ALMS in order to verify course completion prior to considering granting access to GFEBS. Hard copy certificates may not be needed.

DEPARTMENT OF THE ARMY
1ST SUSTAINMENT COMMAND (THEATER)
THEATER FINANCIAL MANAGEMENT SUPPORT CENTER (TFM)
CAMP ARIFAN, KUWAIT

☐ Select GFEBS user roles needed for your duty position from one of the lists below:

	FMSD CVS PAX					Total	FMSU CVS PAX		Total
	SR CVS ANALYST	CVS ANALYST	CVS TECHNITION	CVS TECHNITION	CVS CLERK		CHIEF CVS	SR CVS ANALYST	
Manual Processing User Roles									
Invoice Processor*	X			X		2		X	1
Site Invoice Processor*	X					2		X	1
Vendor Master Data Controller					X	1			0
Goods Receipt Processor					X	1			0
Payment Processor**		X	X			2	X		1
Payment Certifier**		X	X			2	X		1
Release Blocked Invoice Processor			X			1			0
Bank Account Viewer	X					1	X		1
Financial Reviewer						0			0
Vendor Master Data Display	X					1	X		1
Site Invoice Interface Processing Monitor									0
GFEBS Monitoring Roles									
Payment Interface Processing Monitor***									
Goods Receipt Interface Processing Monitor									
Invoice Interface Processing Monitor									
Required GFEBS User Roles									
Optional User Roles									
Needed for WAIF Only									

* One person can have both roles
** One person can have both roles
*** Recommend to be in disbursing

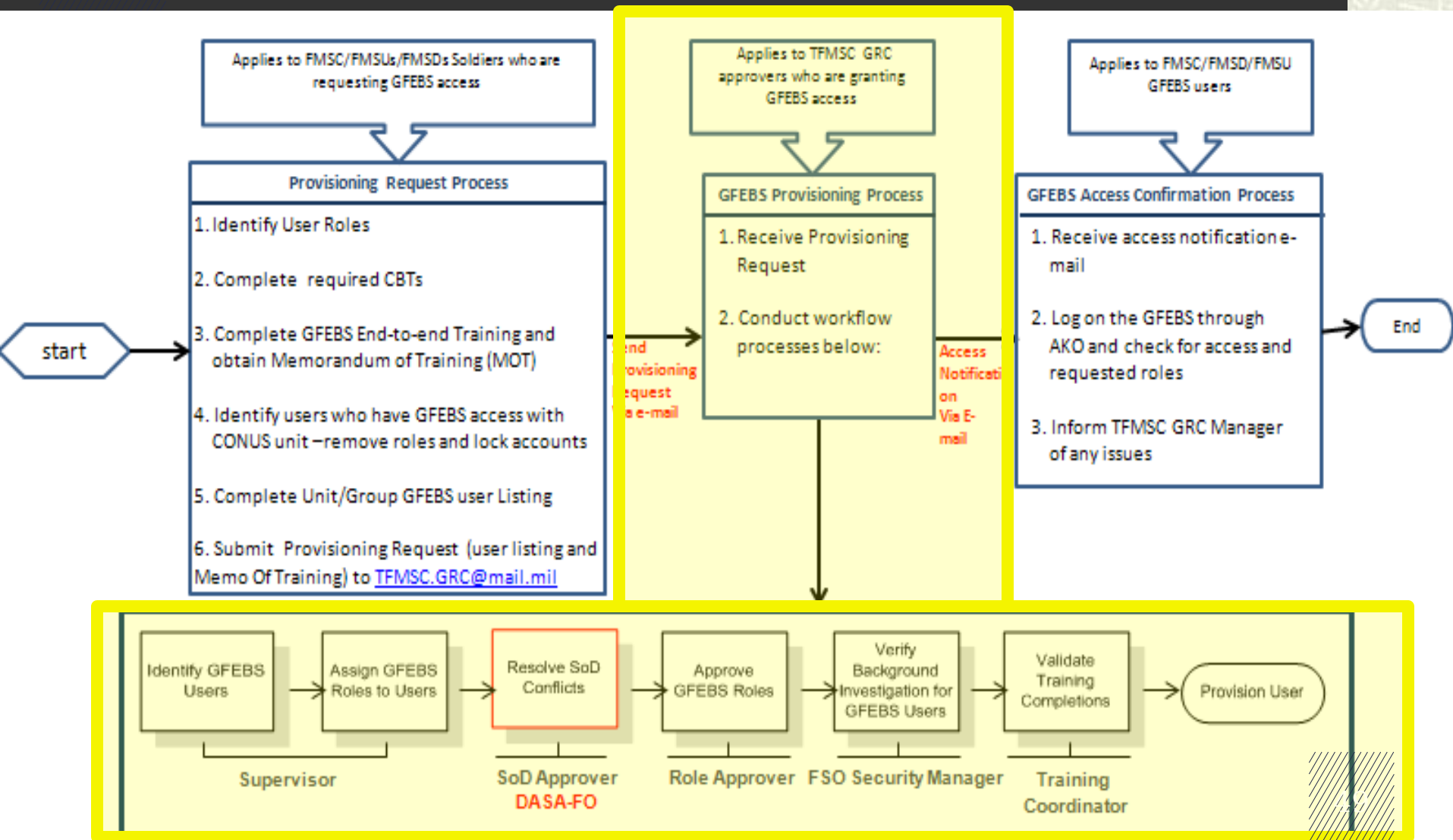
☐ Use the "Provisioning Role to Course Map" to identify the required Computer Based Courses (CBTs) for specific user roles.
☐ Register for required CBTs through ALMS on APO (see how to register for GFEBS CBT courses)
☐ Complete CBTs
☐ Supervisor, verify that user(s) completes all required CBTs (Check Soldiers ALMS). This will ensure a timely and smooth provisioning process.

Distributed Learning System



TFMSC responsibilities

TFMSC responsibilities



TFMSC Role in provisioning

(Cont'd)



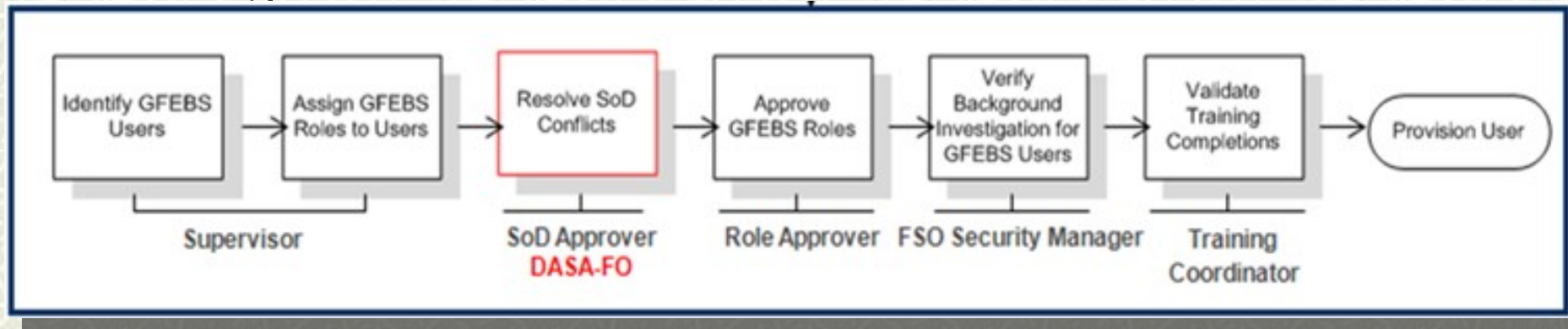
The incumbent Theater Financial Management Support Center (TFMSC) is responsible for the provisioning of all deploying FMSC, FMSU and FMSD personnel into GFEBS. The TFMSC is in charge of enforcing provisioning guidelines and requirements, providing job aides, policies, and SOP's to assist in day to day Financial Management operations, transfers of authority, training and increasing situational awareness of theater GFEBS business processes.

The TFMSC is also responsible for the approval and maintenance of all Interim and

“GRC Approver” definition

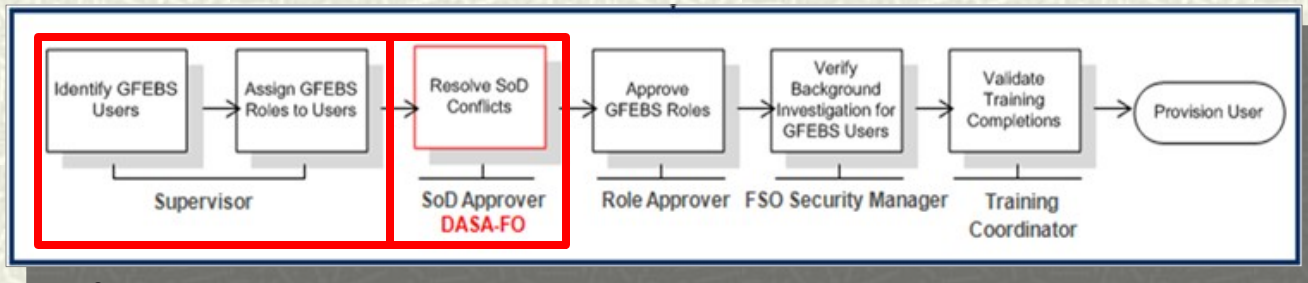


A GRC Approver is an individual authorized to use GRC and complete GRC Workflow activities. The following are considered GRC Approvers: GRC Supervisors, GRC Role Approvers, GRC SoD Approvers, GRC Security Managers, and GRC Training Coordinators.



GRC Approval Flow

GRC Approval Flow



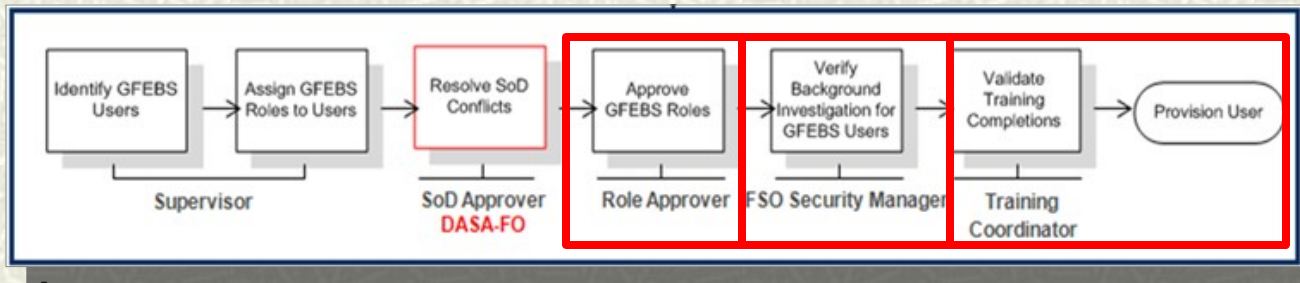
GRC Supervisor

- Receive and create user Requests in GRC
- Assign GFEBS roles to users
- Perform a preliminary SoD Risk Analysis
- Remediate SoD conflicts (delete role assignments)
- Perform the initial approval of a Request

GRC SoD Approver (DASA-FO (Pentagon) serves as the GRC SoD Approver for all Army organizations)

- Perform an SoD Risk Analysis
- Perform an SoD Simulation
- Mitigate SoD conflicts (assign a Mitigating Control). This action is fully controlled at DASA-FO.
- Remediate SoD conflicts (delete role assignments). If this action is not performed by the GRC Supervisor, it is controlled at DASA-FO

GRC Approval Flow (Cont'd)



GRC Role Approver

- Ensure the accuracy of role assignments
- Delete roles from a Request, as necessary
- Approve or reject roles within a Request

GRC Security Manager

- Verify that the background investigation for each user is sufficient to support the role(s) selected by the GRC Supervisor
- Approve or reject a Request

GRC Training Coordinator

- Verify GFEBS role-based training completions
- Grant access to the GFEBS system
- Notify the User of approved and active GFEBS Access

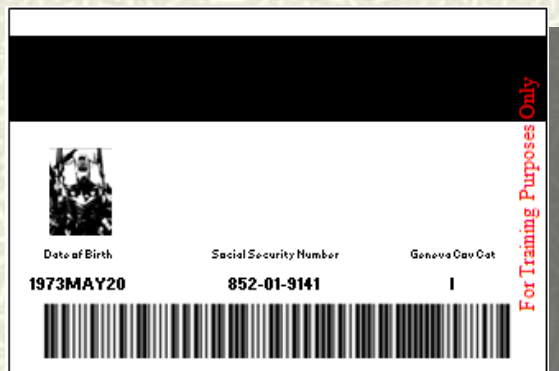


Useful information and Links

Obtaining User EDI/PI information



Old Style CAC Card



10 Digit EDI/PI

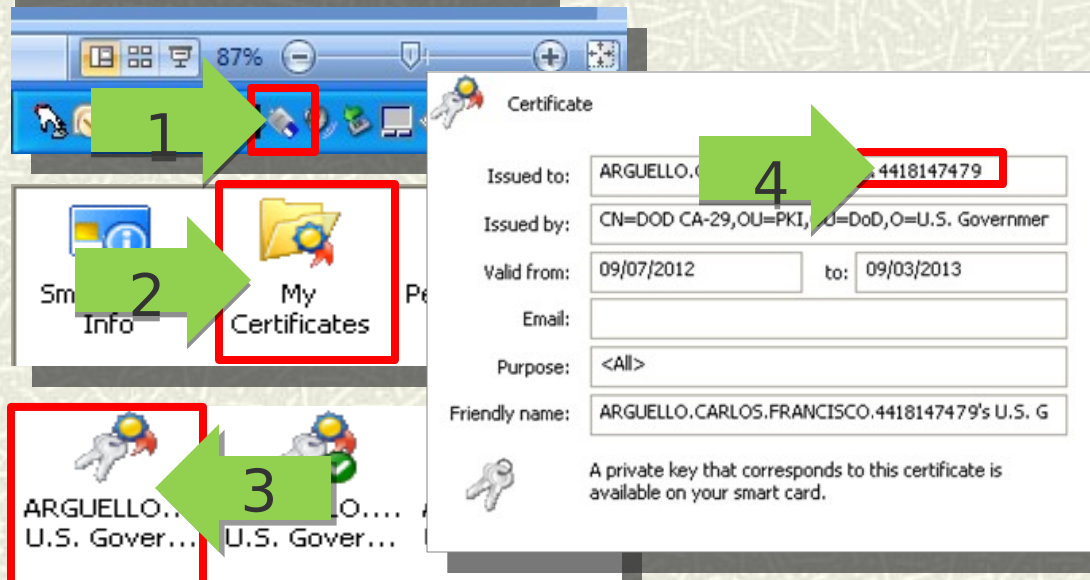
ISCO.4418147479

New Style CAC Card



DOD ID Number
1263201785

10 Digit EDI/PI



TFMISC Support Center (milWiki Portal)

Requesting Access (must have an active AKO Account)



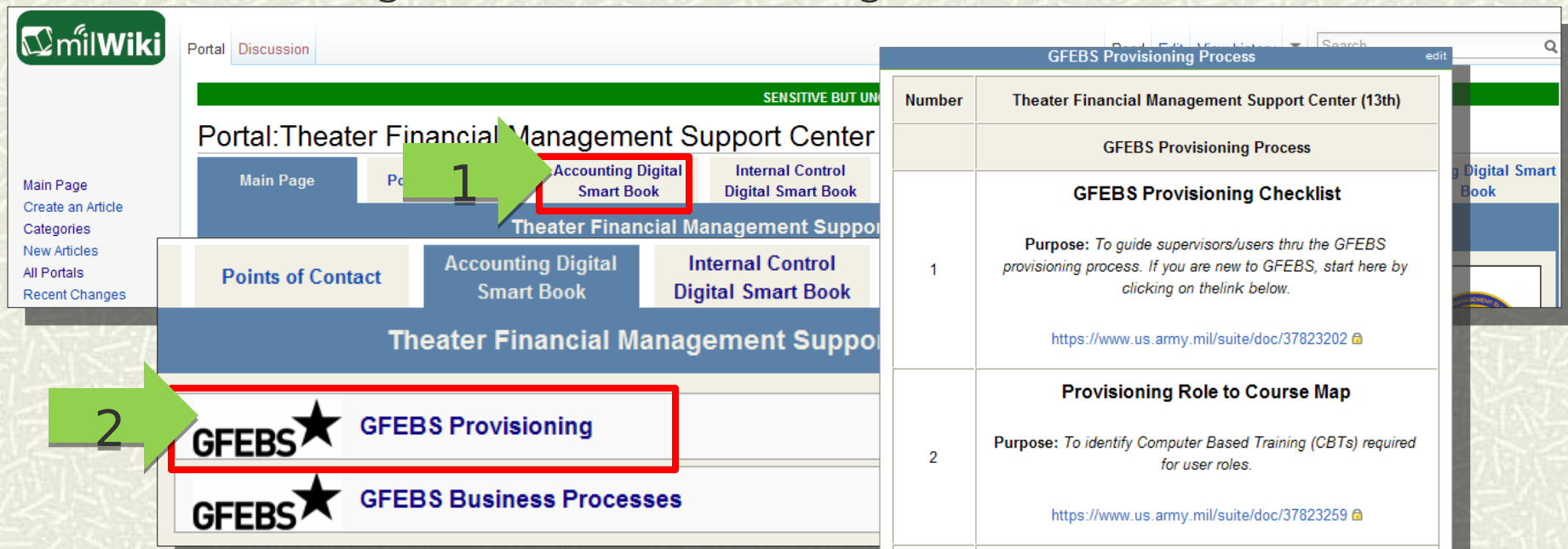
The image illustrates the process of requesting access to the milSuite portal. It shows a sequence of steps: 1. Clicking the "I AGREE" button on the login page. 2. Clicking the "Click here to register" link. 3. Clicking the "OK" button in the "Choose a digital certificate" dialog box. 4. Filling out the registration form, which includes fields for First Name, Middle Name, Last Name, Enterprise Username, Telephone Number, E-mail, CAC Serial, and CAC CA. 5. Clicking the "Create New Account" button.

NOTE: It may take up to 10 minutes for your account to be activated in the system.

https://www.milsuite.mil/login/Login?goto=https%3A%2F%2Fwww.milsuite.mil%3A443%2Fwiki%2FPortal%3ATheater_Financial_Management_Support_Center

TFMSC Support Center (milWiki Portal)

Accessing GFEBS Provisioning Information



The screenshot shows the milWiki portal interface. The main navigation bar includes links for Main Page, Create an Article, Categories, New Articles, All Portals, and Recent Changes. The main content area displays the Theater Financial Management Support Center. A green arrow labeled '1' points to the 'Accounting Digital Smart Book' link. A green arrow labeled '2' points to the 'GFEBS Provisioning' link, which is highlighted with a red box. Below the 'GFEBS Provisioning' link is the 'GFEBS Business Processes' link.

NOTE: this is just a small example of the information available regarding provisioning. Access the portal to view it all.

GFEBS Provisioning Process	
Number	Theater Financial Management Support Center (13th)
	GFEBS Provisioning Process
1	GFEBS Provisioning Checklist Purpose: To guide supervisors/users thru the GFEBS provisioning process. If you are new to GFEBS, start here by clicking on the link below. https://www.us.army.mil/suite/doc/37823202
2	Provisioning Role to Course Map Purpose: To identify Computer Based Training (CBTs) required for user roles. https://www.us.army.mil/suite/doc/37823259
3	Example Interim Provisioning USAFMCOM Purpose: This is an example of USAFMCOM training certification memorandum. Units who have completed Operational Support Team (OST) training must ensure that USAFMCOM e-mails to the Theater Financial Management Support Center (TFMSC) Government Risk & Compliance (GRC) Coordinator. https://www.us.army.mil/suite/doc/37823200
	Unit or Group GRC Tracker

Useful Links



- ❖ Army Learning Management System (ALMS)

<https://www.lms.army.mil>

- ❖ Army Knowledge Online (AKO)

<https://www.us.army.mil>

- ❖ GFEBS Home Page

<http://www.gfebs.army.mil/>

- ❖ GFEBS PSW (Performance Support Website) * *User must be provisioned on the training database*

https://www.us.army.mil/suite/designer;jsessionid=FABCE35B09264FEA36CEEB2E943E2D97.appd06_3

- ❖ Operational Support Team (OST) GFEBS training materials

<http://asafm.army.mil/offices/FO/OpSupport.aspx?OfficeCode=1500>



QUESTIONS

GENERAL FUND ENTERPRISE BUSINESS SYSTEM